



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

THOMAS D. WATKINS, JR.
SUPERINTENDENT OF
PUBLIC INSTRUCTION

November 5, 2003

MEMORANDUM

TO: State Board of Education

FROM: Eileen F. Hamilton, State Board Executive

SUBJECT: Approval of July 1, 2003 – September 30, 2003 Report of State Board of Education Expenses

Section 301(3) of the Department of Education Appropriations Act for Fiscal Year 2002-2003 states that "The administrative secretary of the state board of education shall report to the public, the house and senate fiscal agencies, and the department of management and budget the previous quarter's expenses by fund source for members of the state board of education related to the performance of their responsibilities."

The attached report provides information on travel, telephone, and per diem reimbursements submitted to the Board Office for the period of July 1, 2003 – September 30, 2003.

It is recommended that the State Board of Education approve the July 1, 2003 – September 30, 2003 report of State Board of Education expenses, as attached to the State Board Executive's memorandum dated November 5, 2003, and authorize the State Board Executive to transmit the report to the House and Senate Fiscal Agencies and the Department of Management and Budget, as required by the Department of Education Appropriations Act.

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STATE BOARD OF EDUCATION EXPENSES
JULY 1, 2003 - SEPTEMBER 30, 2003

<u>CATEGORY</u>	<u>STATE FUNDS</u>
Travel	\$4,621.77
Telephone	\$ 375.76
Per Diems	\$4,870.00